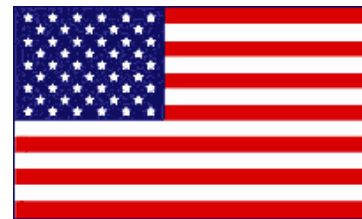




# PORTLAND VA MEDICAL CENTER

*Portland, Oregon Division  
Vancouver, Washington Division  
Community Based Outpatient Clinics  
Salem, OR Bend, OR  
Longview, WA Camp Rilea (Warrenton, OR)*



## NOTICE OF VACANCY \*AMENDED\* 7/12/06

1. <u>Announcement Number</u>  <b>T38H-06-306-DB</b>	2. <u>Title, Series, Grade, Salary</u>  <b>Medical Technologist (LIM) (FS) GS-0644-11 \$54,115 to \$70,353 per annum</b>	3. <u>Tour of Duty</u>  <b>Days M-F</b>	4. <u>Duty Station</u>  <b>Pathology &amp; Laboratory Medicine, Portland Division</b>
5. <u>Type &amp; Number of Vacancies</u>  <b>Permanent 1 Full-time Position</b>	6. <u>Contact</u>  <b>Human Resources Assistant 503-220-8262 x 57317</b>	7. <u>Opening Date</u>  <b>5/5/06</b>	8. <u>Closing Date</u>  <b>Until Filled 1<sup>st</sup> consideration date 5/18/06</b>

### WHO MAY APPLY TO THIS ANNOUNCEMENT:

- Career or career conditional employees and permanent Title 38 employees of the Portland VA Medical Center eligible under the interchange Agreement. Included are permanent employees of the Willamette National Cemetery, Regional Office, Veterans Outreach Center and Veteran's Canteen.
- Any US Citizen

### MAJOR DUTIES:

Serves as the Pathology and Laboratory Medicine (P&LMS) service staff member responsible for laboratory information management, quality assurance and operational systems improvements. The incumbent is also responsible for the development, implementation and maintenance of laboratory computer and Information Technology (IT) programs and systems to gather, record, process, analyze and report clinical data originating in all diagnostic, therapeutic and specimen collection sections of P&LMS. Responsible for the overall management of Automated Data Processing (ADP) for P&LMS to include Veterans Health Information Systems and Technology Architecture (VistA) Core software packages and serves as the point of contact on all matters relating to the VistA Core packages within P&LMS. Incumbent analyzes current functions, makes recommendations for change and participates in strategic planning for the P&LMS. The incumbent has responsibility for the laboratory computer quality assurance function to include systematic internal review of computer functions as outlined in laboratory accreditation standards. Evaluates circumstances and develops, refines or revises operational procedures as needed to improve operational efficiency of P&LMS.

### QUALIFICATION REQUIREMENTS:

**Eligibility:** U.S. Office of Personnel Management Qualification Standards Handbook for GS-0644 series applies and may be reviewed in the Human Resources Management Service office. Regulatory requirements such as "time-in-grade" and "time after competitive appointment" is applicable.

A. **Basic Requirements:** Degree: medical technology, chemistry, or biology that included or was supplemented by at least:

- 16 semester hours of biological sciences of which one course was in microbiology and one course was in immunology. (NOTE: If there is no mention of immunology or immunobiology in the course title, the requirement for a course in immunology may be met by any course that covers the following topic areas: (1) definition and relationships of antigens and antibodies; (2) host-antigen interactions; (3) bursal and thymic influences on lymphoid cells; and (4) humoral and cellular response mechanisms.) The remaining biology courses must have been in general biology, zoology, or any of the areas listed below under "Evaluation of Education and Experience;"
- 16 semester hours of chemistry of which one course was in organic or biochemistry. The remaining chemistry courses must have been in general chemistry, qualitative analysis, qualitative chemistry, quantitative chemistry, physical chemistry, analytical chemistry, or any of the areas listed below under "Evaluation of Education and Experience;" and
- 3 semester hours of college mathematics.

OR

B. A full 4-year course of study that included or was supplemented by at least 12 months in a college or hospital-based medical technology program or medical technology school approved by a recognized accrediting organization. The professional medical technology curriculum may have consisted of a 1-year post-baccalaureate certificate program or the last 1 or 2 years of a 4-year program of study culminating in a bachelor's in medical technology.

OR

C. A combination of (1) at least 35 semester hours of biological science, chemistry, and mathematics as described in paragraph A above and (2) additional appropriate education and/or experience totaling 4 years. This combination of

(Continued on next page)

education and experience must have provided knowledge of the theories, principles, and practices of medical technology equivalent to that provided by the full 4-year course of study described in A or B above. All science and mathematics courses must have been acceptable for credit toward meeting the requirements for a science major at an accredited college or university. Acceptable experiences is responsible professional or technician experience in a hospital laboratory, health agency, industrial medical laboratory, or pharmaceutical house; or teaching, test development, or medical research program experience that provided an understanding of the methods and techniques applied in performing professional clinical laboratory work. Certification/licensure as a medical technologist (generalist) obtained through written examination by a nationally recognized credentialing agency or State licensing body is a good indication that the quality of experience is acceptable.

**Evaluation of Education and Experience:** The four major areas of clinical laboratory science are microbiology, clinical chemistry, hematology, and immunohematology (blood banking). Qualifying course work in these areas includes bacteriology, mycology, mycobacteriology, tissue culture, virology, parasitology, endocrinology, enzymology, toxicology, urinalysis, coagulation, hemostasis, cell morphology, immunology, serology, immunoserology, immuno-deficiency, hemolysis, histocompatibility, cyto-genetics, and similar disciplines or areas of laboratory practice.

**Related fields** include physiology, anatomy, molecular biology, cell biology, embryology, pathology, genetics, pharmacology, histology, cytology, nuclear medicine, epidemiology, biostatistics, infection control, physics, statistics, and similar areas of science *where the work is directly related to the position to be filled*. For positions above grade GS-5, experience or graduate education must have been in (1) the general field of medical technology, (2) one of the disciplines or specialized areas of medical technology, or (3) a field directly related and applicable to medical technology or the position to be filled.

**Specialized Experience:** : One year of experience that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression for the occupation in the organization.

**Substitution of Education for Experience:** 3 years of progressively higher level graduate education leading to a Ph.D. degree or Ph.D. or equivalent doctoral degree If using education as a substitute for experience; please submit a copy of your college transcripts with application packet.

#### **BASIS OF RATING: (Knowledge, Skills, Abilities (KSAs))**

***On a separate sheet of paper, provide a written, detailed response to each of the KSAs. Failure to respond to rating factors will result in applicant not being referred for the position:***

1. Ability to work with laboratory management team
2. Knowledge of computer systems analysis procedures and programming techniques sufficient to develop, adapt, and maintain computer systems for accomplishing diagnostic laboratory work and quality assurance work by computer. Knowledge of computer software packages such as FileManager
3. Ability to communicate with various employees and other management staff at the medical center.
4. Ability to thoroughly complete detailed laboratory computer procedures.
5. Ability to work efficiently under time pressure and set priorities when confronted with multiple tasks.

#### **VACANCY ANNOUNCEMENT INFORMATION SHEET**

#### **CONDITIONS OF EMPLOYMENT:**

This is an Excepted Appointment. Excepted service positions have been excepted from the requirements of the competitive service by law, Executive Order, or by OPM regulation (5 USC 2103 and 5 CFR part 213). Public law No. 108-170 converts this occupational series from the competitive civil service to the Hybrid Title 38 employment system.

Although the duty station is shown in this announcement, it may be necessary to utilize the selected person's services at a different location within the Portland VA Medical Center commuting area if conditions require it in the future

Eligible employees may be non-competitively reassigned to fill this position as an exception to merit promotion.

\*Recruitment or Relocation Incentive may be authorized for a high quality candidate.

Under Executive Order 11935, only United States citizens and nationals (residents of American Samoa and Swains Island) may compete for civil service jobs. Agencies are permitted to hire noncitizens only in very limited circumstances where there are no qualified citizens available for the position.

All information submitted to this VA Medical Center is subject to verification by VetPro.

[VACareers](#) has descriptions of all Title 38 Jobs and their benefits.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis

The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

It is the policy of the Department of Veterans Affairs that all Federal wage and salary payments are paid to employees by Direct Deposit/Electronic Funds Transfer (DD/EFT).

## **HOW TO APPLY:**

**All application packets must be received in Human Resources by Close of Business (COB) on 5/18/06 for 1<sup>st</sup> consideration. This position is open until filled** Application forms may be obtained in Human Resources Office or on our external website, [www.va.gov/Portland/hr/index.asp](http://www.va.gov/Portland/hr/index.asp).

*Applications may be mailed to:*

Portland VA Medical Center, P4HRMS

**Attn: T38H-06-306-DB**

PO Box 1034

Portland, OR 97207

*Or brought in person to:*

Portland VA Medical Center

3710 SW US Veterans Hospital Rd

Building 16, Room 300

Portland OR 97239

### **Portland VAMC employees must submit:**

1. [VAF 4078, Application for Promotion or Reassignment](#)
2. [VAF 4676a, Employee Supplemental Qualifications Statement](#) (due 7 days after close of announcement)
3. [VAF 4667b, Supervisory Appraisal of Employee for Promotion](#) is optional, but recommended. (due 7 days after close of announcement)
4. MPQ – Merit Promotion Questionnaire is optional but recommended if you have qualifications pertaining to the position applied for but are not in your OPF

### **Other VA Employees must submit:**

1. [VA Form 10-2850c, Application for Associated Health Occupations](#)
2. [VAF 4676a, Employee Supplemental Qualifications Statement](#)
3. [VAF 4667b, Supervisory Appraisal of Employee for Promotion](#) is optional, but recommended.
4. Resume or CV
5. [OF-306, Declaration for Federal Employment](#)
6. Latest SF-50, Notification of Personnel Action
7. Copies of all current licenses
8. Latest performance appraisal

### **Non VA Applicants must submit:**

1. [VA Form 10-2850c, Application for Associated Health Occupations](#)
2. Resume or CV
3. [OF-306, Declaration for Federal Employment](#) (January 2001 version or later). **(REQUIRED)**.
4. Veterans Preference:
  - a. DD-214, Military Discharge Paper (member copy #4 for July 1979 or later editions) (For 5 Point Veteran's Preference).
  - b. [SF-15, Application for 10-point Veteran Preference](#) (December 2004 version or later)
  - c. VA letter of service-connected disability rating dated 1991 or later.
5. SF-50, Notification of Personnel Action (if applying as a current or former federal employee).
6. Narrative statement relating to all of the KSAs. Candidates **must** submit a narrative statement on a separate page(s) with specific responses to all of the knowledge, skills, and abilities (KSAs) in this announcement. Failure to submit your narrative response to all of the KSAs will result in the applicant not being referred for the position.
7. Copies of all current licenses, registrations, or certifications (applicable to job).
5. A copy of your college transcripts (Optional unless education is required).

## **APPLICANT'S PLEASE NOTE:**

- Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications (particularly positions with a positive education requirement.). Therefore, applicants must report only attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.
- Applicants can verify accreditation at the following website: <http://www.ed.gov/admins/finaid/accred/index.html>. All education claimed by applicants will be verified by the appointing agency accordingly.

## **IMPORTANT NOTICE ABOUT APPLICANT'S RESPONSIBILITY:**

- It is the applicant's responsibility to submit documentation to support his/her application for this position. Applicant is responsible for ensuring that all experience, formal training, award recognition, etc. are documented in the application package. Experience may include voluntary or other non-paid experience in the appropriate field. If you feel that your training record contains information pertinent to your qualifications, then you must submit a printed copy of your training record with your application package. Your training record will become part of the specific vacancy file and will not be filed in Official Personnel Folder. Human Resources Management Division will not photocopy any application material; applicants are responsible for making photocopies prior to submitting applications.
- **It is the responsibility of the applicant to ensure timely receipt of the application, regardless of the method used for submission. The VA assumes no responsibility for the late delivery of applications (i.e. postal service delays). The Portland VA Medical Center will not accept FAX, or emailed applications or applications in a US government envelope.**